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LG VK410 USER MANUAL

LG
Welcome to Chrome
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Help make Chrome better by sending usage statistics and crash reports to Google.
ACCEPT & CONTINUE

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User Guide

VK410

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VK410

Guía del Usuario

User Guide

VK410

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Before you begin

Before reading this user guide and getting started, please review the separate Product Safety and Warranty Information guide for important product safety and warranty information about your device.

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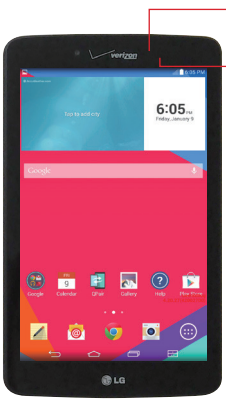
Tablet Overview

Front View



NOTES • All screen shots in this guide are simulated. Actual displays may vary.

• Instructions to perform tasks in this guide are based on the default settings and may change depending on the mode and software version on your tablet.

1. Front-facing camera Use to take pictures and record videos of yourself. You can also use this for video chatting. Keep it clean for optimal performance.
2. Ambient light sensor Measures the surrounding light and adjusts the LCD brightness to provide a vivid screen.

WARNING! Placing a heavy object on the tablet or sitting on it can damage the LCD and touchscreen functions. Do not cover the ambient light sensor with a protective film. This could cause the sensor to malfunction.

Rear View

3. Rear-facing camera Use to take photos and record videos. Keep it clean for optimal performance.
4. Speakers Use to listen to the audio from the selected function (e.g., music, videos, sound clips, etc.).

Side Views

5. Power/Lock key Press to lock/unlock the screen. Press and hold to turn the tablet on/off, restart it, activate/deactivate airplane mode, and change the sound settings.
6. Volume keys Allow you to adjust the media volumes. Press and hold both keys at the same time to access the QuickMemo feature.

Top and Bottom Views

7. Headset jack Allows you to plug in an optional listening accessory, such as headphones to listen to music.
8. Infrared (IR) LED Used as a sensor for the QuickRemote app.
9. SIM card / microSD card slot Allows you to insert your SIM card and a microSD card. A valid SIM card is required to have access to the mobile network. Insert a microSD card to store your personal data files (e.g., music, videos, photos, etc.).
10. Microphone Records your voice and is used for voice-activated functions.

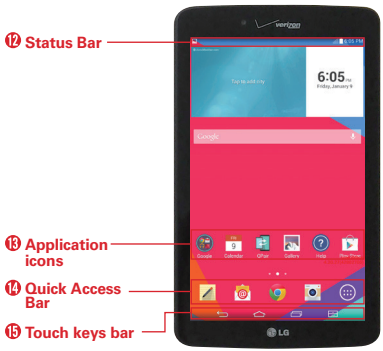
NOTE Make sure that the microphone is not blocked when recording a video or audio clip.

11. Charging port Allows you to connect the tablet and the USB Cable for use with the Charger Adapter, your PC, or other compatible accessories.

TIPS!

- Tap the **Menu key** (touch key located at the bottom of the touchscreen) whenever you open an application to check the options that are available for that app.
- If the device freezes up and stops working, press and hold the **Power/Lock key** (on the right side of the tablet) for about 6 seconds until the screen turns off. Wait a few seconds, then turn the tablet back on.

Home screen overview



12. Status bar Shows device status information, including the time, Wi-Fi signal strength, battery status, and notification icons.
13. Application icon Tap an icon (application, widget, folder, etc.) to open and use it.
14. Quick Access Bar Provides quick one-touch access to the functions you use most often. The icons in this bar display on all of the Home screen canvases.
15. Touch keys bar Provide easy navigation anywhere you are in the software. They are the Back key, the Home key, and the Menu key. The keys on this bar can be changed (see the Display settings menu).

Help

The **Help** application allows you to quickly and conveniently view information about your tablet, including basic definitions, How-to videos, icon glossary, user guide, and more.

To access Help, from the Home screen, tap **Apps** > **Help**.

Non-Removable Battery

Your tablet has an internal, rechargeable battery that should be replaced only by LG or an authorized LG repair center. You should never try to open or take apart this tablet yourself. Opening the tablet can cause damage that will void your warranty.

Charging your tablet

A rechargeable battery is used to power your tablet. Charge the battery using the USB cable (power cord) and the charger (power outlet adapter) included with your tablet. Make sure to fully charge the battery before using your tablet for the first time.

WARNING! If the touchscreen won't function while the tablet's in the process of charging, this may be due to an unstable power supply. If this occurs, disconnect the USB Cable from the tablet or unplug the Charger from the power outlet.

1. Connect the USB cable to the charging head.

2. Insert the other end of the USB cable into the charging port.

3. Plug the charger into an electrical outlet.

TIP! Use only an approved charging accessory to charge your tablet. Improper handling of the charging port, as well as the use of an incompatible charger, may cause damage to your tablet and void the warranty.

Optimizing Battery Life

You can extend your battery's life between charges by turning off features that you don't need to run constantly in the background. You can also monitor how applications and system resources consume battery power.

To extend the life of your battery

- Turn off radio communications that you aren't using, such as Wi-Fi, Bluetooth, or GPS.
- Turn off automatic syncing for Gmail™, Calendar, Contacts, and other apps.
- Some apps you've downloaded may consume high amounts of battery power. While using your downloaded apps, check the battery charge level and monitor the battery usage.
- Lower the screen brightness setting and set a shorter screen timeout.

NOTE Allowing other devices to use your tablet's hotspot connection will also drain your battery more quickly.

To view the battery charge level

1. From the Home screen, tap **Apps** (in the Quick Access Bar) > **Settings** > **About tablet** > **Battery**.

   NOTE Settings are displayed in a split-screen format with the menus on the left and corresponding selections on the right.

2. The battery status (charging or discharging) and percent of remaining charge are displayed at the top right side of the screen.

To monitor and control what uses the battery

1. From the Home screen, tap **Apps** (in the Quick Access Bar) > **Settings** > **About tablet** > **Battery** > **Battery use**.
2. The right side of the screen displays battery usage details and includes a usage graph as well as a list of apps or services using battery power from greatest amount to least.

Installing the SIM card*

NOTE If not already inserted, follow the instructions below to insert your 4G LTE SIM card.

1. To install the SIM card, locate and open the cover to the slot and gently pull out the SIM card tray.

NOTE There are two slots underneath the cover (the other slot is for a microSD card).

2. Insert the 4G LTE SIM card into the tray with the Verizon logo face up. Push the tray back into the slot until it "clicks" into place and close the cover.

* A Subscriber Identity Module (SIM Card) is a "smartcard" that houses personal information, such as your mobile phone number, calling plan, and account information, such as contacts, text messages, and call history. The Verizon Wireless 4G LTE SIM Card is compatible with any Verizon Wireless 4G LTE certified device. The 4G LTE SIM Card can move from one device to another and your wireless service will support the services that are compatible with your new device and service plan. To see which devices are compatible with the Verizon Wireless 4G LTE SIM Card, visit verizonwireless.com/certifieddevice.

Installing & Removing the microSD Card

Your tablet supports a removable memory card (sold separately).

1. To install a microSD card, locate and open the cover to the slot.

NOTE There are two slots underneath the cover (the other slot is for a SIM card; note the tray).

2. Position the microSD card with the gold strips facing towards the back of the tablet. Slide the microSD card into the slot until it "clicks" into place and replace the cover.

Removing your microSD Card

1. From the Home screen, tap **Apps** (in the Quick Access Bar) > **Settings** > **Storage** > **Unmount SD card**.

NOTE Settings are displayed in a split-screen format with the menus on the left and corresponding selections on the right.

2. Push the microSD card inward until the card "clicks" and carefully slide the card out of the slot and replace the cover.

NOTE The card should pop partially out of the slot.

WARNING! Do not remove the microSD card without unmounting it first. Otherwise, it may damage the microSD card as well as your tablet, and the data stored on the microSD card may be corrupted.

Formatting the microSD card

WARNING! All of the files stored on your microSD card are deleted when you format the card. Back up any data stored on it before formatting.

1. From the Home screen, tap **Apps** > **Settings** > **Storage**.
2. Tap **Erase SD card** (twice).
3. If you set an unlock pattern, enter it, then tap **Erase everything**. The card will then be formatted and ready to use.

Powering Your Tablet On/Off

It's important to fully charge the battery before turning on your tablet.

Turning the tablet on

- Press and hold the **Power/Lock key** on the right side of the tablet for a couple of seconds until the screen turns on.

Turning the tablet off

1. Press and hold the **Power/Lock key** on the right side of the tablet until the **Tablet options** menu appears.
2. Tap **Power off** in the Tablet options menu.
3. Tap **OK** to confirm that you want to turn off the tablet.

NOTE When the screen is dark due to time-out, press and hold the **Power/Lock key** until an advisory message is displayed. Keep pressing the key and the tablet will automatically turn itself off without needing to use the Tablet options menu.

Touchscreen

Your touchscreen provides an excellent way to interact with and use your Android™ device. With the touch of your finger, you can download and use available applications, make menu selections, and access data saved to your tablet.

The following terms are used for describing the different available actions using the touchscreen:

Tap or touch

A single finger tap selects items, links, shortcuts, and letters on the on-screen keyboard.

NOTES
- To select an item, tap the center of the icon.
- Don't press too hard; the touchscreen is sensitive enough to pick up a light, yet firm touch.
- Use the tip of your finger to touch the option you want. Be careful not to touch any other icons.

Touch and hold

Touch and hold an item on the screen by touching it and not lifting your finger until an action occurs. For example, to open a contact's available options, touch and hold the contact in the Contacts list until the context menu opens.

Drag

Touch and hold an item for a moment and then, without lifting your finger, move your finger on the screen until you reach the target position. For example, you can drag items on the Home screen to reposition them.

Swipe, slide, or flick

Move your finger quickly across the surface of the screen, without pausing when you first touch it (so you don't drag an item instead). For example, you can browse through the different Home screens by swiping to the left or right, slide the screen up or down to scroll through a list, or remove an application from the Recent Apps screen by flicking its graphic off the screen.

Double-tap

Tap the screen twice quickly to zoom, highlight text, or turn the screen on/off. For example, quickly double-tap a section of a webpage to adjust that section to fit the width of the screen and zoom in and out when viewing a picture and when using Maps. Double-tap a word to highlight it. Double-tap can also activate the KnockON feature to turn the touchscreen on or off.

Pinch-to-zoom

Use your index finger and thumb in a pinching motion (to zoom out) or spreading motion (to zoom in) when using Chrome, a map, photos, the rear camera lens, the Contacts list, the Favorites list, the Groups list, a music list, and Polaris Office 5 documents. Spread apart to make screen information larger (easier to see and read), or pinch together to view more area and information. The pinch gesture also changes the Home screen. Pinch in on the Home screen to change to mini canvas view, then spread apart to return to the normal Home screen view. Spread apart on the normal Home screen to hide all of your Home screen items, then pinch in to redisplay them.

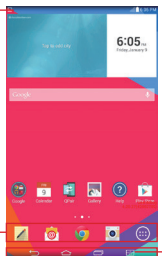
Rotate the screen

From many apps and menus, the orientation of the screen adjusts to the device's physical orientation. You can deactivate this function in the Display settings menu.

Home Screen

Simply swipe your finger to the left or right to view the panels. You can customize each panel with apps, downloads, widgets and wallpapers.

The Quick Access Bar available at the bottom part of the Home screen provides easy, one-touch access to the functions you use the most.



Status Bar
Shows device status information, including the time, Wi-Fi signal strength, battery status, and notification icons.

Dual Window Key

Quick Access Bar
Provide easy, one-touch access to the functions used most often.

Recent Apps Key

Back key
Returns to the previous screen. Also closes pop-up items such as menus, dialog boxes, and the on-screen keyboard.

Home Key
Returns to the Home screen (or returns to your default Home screen canvas from any of the Home screen extension canvases). Touch and hold it to display recently used applications with access to the Task Manager application.

Customizing the home screen

You can customize your Home screen by adding apps, downloads, widgets or wallpapers. For more convenience using your tablet, add your favorite apps and widgets to the Home screen.

To add items on your home screen:

1. Touch and hold the empty part of the Home screen.
2. Tap the **Apps** or **Widgets** tab.
3. Drag the desired item to the desired location and lift your finger.

TIP! To add an application icon to the Home screen from the Apps screen, touch and hold the application you want to add and drag it to the desired location.

TIP! You can add several app icons in a folder. Drop one app icon over another one on a Home screen, and a folder will be created.

To remove an item from the home screen:

Touch and hold the icon you want to remove, drag it to , and lift your finger.

To change the look of your home screen

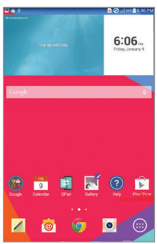
From the Home screen, touch and hold the **Recent Apps Key** > **Home screen settings** to access the following settings to personalize your Home screen.

- **Theme:** Sets the overall ambiance of the Home screen. Choose **Basic** or **Marshmallow**.
- **Wallpaper:** Sets the wallpaper. Choose **Gallery**, **Live Wallpapers**, **Multi-photo**, **Photos**, and **Wallpaper gallery**.
- **Screen swipe effect:** Sets how the items on the Home screen canvases slide from one to the next. Choose from **Basic**, **Breeze**, **Accordion**, **Panorama**, **Carousel**, **Layer**, and **Domino**.
- **Allow Home screen looping:** Checkmark this setting so that the Home screen canvases rotate continuously (does not stop at the far left or right canvas).
- **Allow apps list looping:** Checkmark this setting so that the Application screen canvases rotate continuously (does not stop at the far left or right right canvas).
- **Portrait view only:** Checkmark this setting so that the Home screen is always displayed in portrait view even though you rotate the tablet to landscape view.
- **Help:** Tap to view help information about customizing the Home screen.

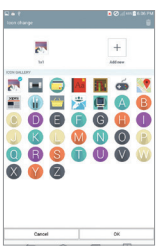
Customizing app icons on the Home screen

You can customize each application icon with images from your Gallery.

1. Touch and hold an application icon until it's unlocked from its current position. Then drop it on the screen. The editing icon will appear in the upper right corner of the application.

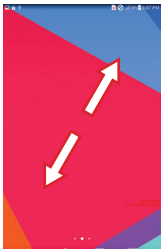


2. Tap the application icon again and select the desired icon design and size from the **Theme icon** tab. Or select a picture from the **Gallery**.



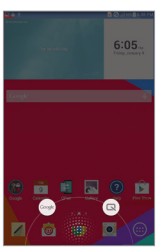
Home screen clean view

You can see the wallpaper without items on the Home screen by pinching out. Pinch in or tap the **Back key** to see applications and widgets again.



Quick access

To view the quick access items, swipe in any direction without releasing your finger from the front key area and slide your finger to the desired option. The following options are available: Voice Mate, Google Search, and QuickMemo.



Returning to recently-used applications

1. Touch and hold the **Home key** . The screen displays a pop-up containing the icons of applications you used recently.

2. Touch an icon to open the application. Or touch the **Back key** to return to your previous screen.

Notifications

Notifications alert you to the arrival of new messages, calendar events, and alarms, as well as to ongoing events, such as downloads, music, etc.

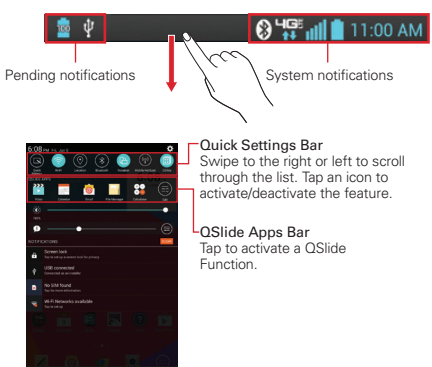
The Status Bar displays your tablet's current status and pending notifications. When a notification arrives, its icon appears at the top of the screen. Pending notification icons appear on the left and system icons (that indicate things like Wi-Fi or battery strength) are displayed on the right.

Accessing notifications

Swipe the Status Bar downward to open the Notifications Panel to access your notifications. To close the Notifications Panel, swipe the bar at the bottom of the screen upward.

Notifications Panel

The Notifications Panel includes your notifications, the Quick Settings bar, the QSlide bar.


11:00 AM
Pending notifications
System notifications
Quick Settings Bar
Swipe to the right or left to scroll through the list. Tap an icon to activate/deactivate the feature.
QSlide Apps Bar
Tap to activate a QSlide Function.

Notifications Panel

Quick Settings on the Notifications Panel

The Quick Settings are located at the top of the Notifications Panel. Use them to easily toggle function settings on and off, such as Wi-Fi, Silent mode, Airplane mode, etc.

NOTE Touch and hold an icon in the Quick Settings Bar to view the function's settings menu.

To rearrange Quick Setting icons on the Notification Panel

Open the Notifications Panel, swipe the Quick Settings to the left, and tap the **Edit** icon to customize the Quick Settings Bar. Checkmark icons to display (or remove the checkmark to hide) it. Drag an icon's handle to move it to another position on the bar.

NOTE Changing the checkmarks also reorganizes the icons in the Quick Settings Bar.

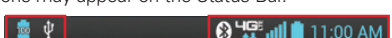
QSlide apps on the Notifications Panel

QSlide apps are displayed in a bar on the Notifications Panel below the Quick Settings Bar. These icons provide a quick, convenient way to multi-task on the same screen (similar to picture-in-picture on a TV). QSlide displays a small window on the screen that can be moved, resized, or made transparent.

NOTE The QSlide function can support up to two windows at the same time.

Status Bar Icons

The following icons may appear on the Status Bar.



Notification icons Status icons

	Airplane mode is on		Downloading data
	Connected to a Wi-Fi network		Uploading data
	Wired headset connected		An alarm is set
	Bluetooth is on		GPS is on
	System warning		Data is syncing

	Vibrate mode is on		New Gmail message
	Silent mode is on		New Hangouts message
	Battery fully charged		A song is currently playing
	Battery is charging		Tablet is connected to PC via USB cable
	Content sharing is on		Battery saver mode is on
	Uploading data		Slide Aside is active

NOTE The location of the icons in the Status Bar may differ depending on the features, apps, and services being used.

Using a Screen Lock

Set a screen lock to secure your tablet from unauthorized (or unintentional) use. Tap the **Home key** (in the Touch Key Bar) > **Apps** (in the Quick Access Bar) > **Settings** > **Display** > **Lock screen** > **Select screen lock**, then select the screen lock you want to use. You are prompted to create a Backup PIN as a safety measure in case you forget your screen unlock sequence.

None: No lock screen is enabled so the screen will never be locked from use.

Swipe: A swipe motion in any direction on the touchscreen unlocks the screen. This is the default Lock screen.

Face Unlock: Face recognition unlocks the screen. The tablet captures your image to identify you. Keep in mind that Face Unlock is less secure than a pattern, PIN, or password because it uses generalized shape and dimension to verify your face.

Pattern: A pattern you draw with your finger unlocks the screen. The first time you set an unlock pattern, you'll see a tutorial with instructions on how to create it. Read the tutorial, then tap **Next**. Draw your pattern (connect at least 4 dots), then tap **Continue**. Draw your pattern again, then tap **Confirm**.

PIN: A number sequence unlocks the screen. Enter a PIN (at least 4 digits), then tap **Continue**. Enter your PIN again, then tap **OK** to confirm it.

Password: An alphanumeric sequence unlocks the screen. Enter a password (at least 4 characters), then tap **Continue**. Enter your password again, then tap **OK** to confirm it.

From then on, any time you want to unlock the screen, you will need to perform the unlock action you set (swipe, face recognition, pattern, PIN, or password) to gain access to it.

CAUTION Create a Google Account before setting a screen lock and remember the Backup PIN you created so you minimize the risk of needing to perform a hard reset which will delete your personal data.

When you can't recall your Pattern, PIN, or Password

If you can't remember your unlock sequence, tap **Forgot pattern?** at the bottom of the screen, then you can unlock the tablet using your Google Account (if you activated it on the tablet) or your Backup PIN that you created when you set up the screen lock sequence.

- Enter your Google Account username and password, then tap **Sign in**.
- Enter your Backup PIN, then tap **OK**.

Unlock sequence attempts

You have 10 attempts to successfully enter your unlock sequence.

- After 5 attempts, you are prompted to manually enter text to verify that you are trying to unlock the screen (it's not just random movements touching the screen).
- After 10 attempts, the tablet will automatically perform a hard reset and erase all of the user data stored on the tablet.

NOTE A warning message is displayed after the 9th attempt.

If you didn't activate a Google Account on the tablet and you forgot your Backup PIN, you have to perform a hard reset.

CAUTION If you perform a hard reset, all user applications and user data will be deleted from your tablet's memory.

Performing a Hard Reset (Factory Reset)

If you forget your lock sequence and your Backup PIN, and you didn't activate your Google Account on your device, you'll have to perform a hard reset to gain access to your tablet.

WARNING! Performing a hard reset deletes all of your user data, which includes pictures, videos, and music saved to your internal memory. Please make sure to back up your information prior to performing a hard reset.

1. Turn the tablet off.
2. Press and hold both the **Power/Lock key** and **Volume Down** on the right side of the tablet at the same time.
3. When you see the System recovery screen, release the keys.
4. Four choices are displayed: Continue reboot, Factory data reset, Wipe cache, and Safe mode boot. Press either of the **Volume keys** to highlight **Factory data reset**, then press the **Power/Lock key**.

NOTE Highlight **Continue reboot** to simply restart your tablet without performing a hard reset.

5. The Factory data reset screen is displayed. Press either of the **Volume keys** to highlight **Yes** or **No (Exit)**, then press the **Power/Lock key** to continue.
6. Your device will perform a hard reset.

WARNING! If you perform a hard reset, all user applications, user data, and DRM licenses will be deleted. Please remember to backup any important data before performing a hard reset.

Using the KnockON feature

The **KnockON** feature allows you to double-tap the screen to easily turn the screen on or off. You can disable this feature in the Display settings.

For the best results, keep the tablet still when using KnockON.

- Quickly double-tap the center of the screen to turn the screen on.
- Quickly double-tap the Status Bar, an empty area on the Home screen, or the Lock screen to turn the screen off.

NOTE The KnockON feature can be turned off in the Display settings menu. From the Home screen, tap **Apps** (in the Quick Access Bar) > **Settings** > **Display** > **KnockON** > tap the **KnockON** checkbox.

To unlock the tablet

If you don't use the tablet for a while, the screen and backlight will turn off to conserve battery power. To unlock the tablet:

1. Turn the screen on.
   - Press the **Power/Lock key** on the right side of the tablet.

   OR

   - Quickly double-tap the center of the screen (KnockON).
2. The default Lock screen will appear. From the center of the screen, swipe in any direction to unlock it.
   - To use a Swipe Lock screen shortcut, swipe the shortcut icon at the bottom of the screen in any direction. The screen will unlock and launch the app.

NOTE The default Lock screen simply locks the screen to prevent unintentional actions. For more security to guard against unauthorized use, you can set an unlock requirement (such as a pattern, PIN, password, or face recognition) that will need to be entered to unlock it. Please refer **Using a Screen Lock** on page 22 for more information.

Multiple Users

Only one tablet owner ID can be created, but multiple user IDs can be added so that others can log in and use the tablet independently. Each user can configure their own tablet settings, use their own storage space, and have their own app update privileges.

Tablet owner privileges

- Only the tablet owner ID can add a new user log in ID and remove user IDs.
- Only the tablet owner ID can access and use the microSD card.

- The Tablet owner can uninstall any of the user's apps.

Multiple tablet user limitations

- All users share the same battery, internal memory, and data usage with all of the other users.
- The language settings set by one user applies to all of the other users.
- Each user can configure and use only their own content and data (e.g., Home screen settings, Sound settings, etc.).
- Any user can accept updated app permissions on the behalf of all of the other users.
- Alarms will sound at the set time no matter which user activated the alarm(s).
- Messages and scheduled calendar events will be sent to notify the specified user ID only.
- Once a user starts printing a document using Mobile Print, the print job will continue even if the user ID is changed.
- Data transfer, download, multimedia play, and communication services will stop if the user ID is changed.

To add a new user on your tablet

1. From the Home screen, tap **Apps** (in the Quick Access Bar) > **Settings** > **Users** > **Add user**.
2. The set up wizard opens to allow the new user to enter their information. Tap **Set up now** and swipe to unlock the screen. Then follow the set-up steps.
3. After set-up is completed, the new user is logged in. Switch users, if necessary.

To switch users

1. Press the **Power/Lock key** to lock the tablet's screen.
2. Press the **Power/Lock key** again to wake up the tablet's screen.

3. Tap one of the colored icons at the bottom of the screen to switch to that user.

NOTE You can change the generic colored icon to an image to identify the user instead. Tap **Users** in the Settings menu, tap the users icon, tap the photo icon next to the name, then follow the prompts to change it.

Slide Aside

Slide Aside allows you to quickly switch between three open apps (or tasks) for convenient multi-tasking.

1. While an application is open, place three fingers on the screen and slide to the left. The current screen is saved and the Home screen appears allowing you to open another app (you can save up to three apps).

2. To re-open the saved apps, place three fingers on the screen and slide to the right. Tap the desired app you want to open.

TIP! The Slide Aside feature does not recognize fewer fingers, additional fingers, or your palm.

TIP! You must be in an application, not on the Home screen, to use Slide Aside.

Using the Slide Aside feature

After activating the Slide Aside screens you want to use:

- Place three fingers on the screen and slide them to the right. A fanned-out portion of each screen is displayed. Tap one to open and use it.
- While viewing a Slide Aside screen, use three fingers to slide the screens to the right or left to scroll through the screens one at a time.

NOTE Slide Aside screens do not scroll circularly. You cannot slide the far right screen to the left. When you slide it to the right, the fanned-out portions are displayed.

- To close a Slide Aside screen, tap the Close icon displayed in the upper-right corner of a Slide Aside screen in the fanned-out view.

Plug & Pop

The Plug & Pop function allows you to quickly choose apps to use when plugging in an earphone or On-the-Go device, such as a mouse or keyboard.

1. Plug an earphone or OTG (On-the-Go) in to the appropriate port on your tablet.
2. The applications panel will display and you can select an app to run.

NOTE You can edit the apps to display on the panel and set not to show the applications panel.

- From the Home screen, tap **Apps** (in the Quick Access Bar) > **Settings** > **Accessory**.

Capturing a Screenshot

Press and hold the **Volume Down** and the **Power/Lock key** at the same time for 2 seconds to capture a screenshot of the current screen.

To view the captured image, tap **Apps** (in the Quick Access Bar) > **Gallery** > **Screenshots** folder.

TIP! You cannot capture a screen shot of the camera or video camera screens.

Using QuickMemo to capture a screenshot

On the screen you want to capture, drag the Status Bar downward and tap the **QuickMemo icon** (in the Quick Settings Bar).

OR

Press and hold both of the **Volume keys** at the same time.

The Smart screen and Smart video features

The Smart screen and Smart video features keep the device from activating screen timeout when it detects your eyes looking at the screen. When you turn these features on, you can set a shorter screen timeout setting to

conserve your battery power, but still allow you to view a screen for a longer period of time without having to touch it to keep it activated.

To turn these features on, from the Home screen, tap the touch and hold the **Recent Apps Key** (in the Touch Keys Bar) > **Settings** > **Display** > checkmark the **Smart screen** checkbox and/or the **Smart video** checkbox.

NOTE The following situations may prevent these features from functioning properly:

- When the device is in the dark or against bright light.
- When the front camera lens cannot detect the location of your eyes.
- When the front camera is used at the same time with other apps.

Google Account Setup

When you first turn on your tablet, you have the opportunity to activate the network, to sign into your Google Account and select how you want to use certain Google services.

You must sign into a Google Account to use Gmail, Hangouts, Google Calendar, and other Google apps; to download apps from the Play Store; to back up your settings to Google servers; and to take advantage of other Google services on your tablet.

To set up your Google Account

- Sign into your Google Account from the prompted set-up screen.

  OR

- From the Home screen, tap **Apps** (in the Quick Access Bar) > **Settings** > **Add account** > **Google**.

If you have a Google account, tap **Existing**, enter your email address and password, then tap the **Continue** icon . Otherwise, tap **New** and enter the necessary information to create a new Google Account.

Once you've set up your Google Account on your tablet, your tablet automatically synchronizes with your Google Account on the Web.

Your contacts, Gmail messages, Calendar events and other information from these apps and services on the Web are synchronized with your tablet. (This will depend on your synchronization settings.)

After signing in, you can use Gmail™ and take advantage of Google services on your tablet.

Entering Text

Text is entered using the on-screen keyboard. The on-screen keyboard appears automatically on the screen when you need to enter text. To manually display the keyboard, simply tap a text field where you want to enter text.

Using the keypad and entering text

Tap once to capitalize the next letter you type. Double-tap for all caps.

Tap to switch to the numbers and symbols keyboard that also includes graphics, such as faces and images.

Tap to enter a space.

Tap to create a new line in the message field.

Tap to delete the previous character.

Tap to use the voice input function. You can also touch and hold this icon to enter text by handwriting, access Clip Tray, and access Settings. The icon displayed changes depending on the function you used last.

Entering special characters

The on-screen keyboard allows you to enter special characters (e.g. “á”).

Touch and hold the desired key (for example, the “a” key). A pop-up appears with additional available characters. Slide your finger over the character you want, then lift your finger to enter it.

NOTE A symbol at the top right of a key indicates that additional characters are available.

Text input settings

To change your text entry settings and see the dictionary of terms you’ve used, from the Home screen, tap **Apps** (in the Quick Access Bar) >

Settings > **Language & input**. The following options are available in the KEYBOARD & INPUT METHODS section.

- **Default** - Allows you to choose the default keyboard to use when entering text and set up your input methods.
- **Google voice typing** - Checkmark to select Google voice typing to enter text. Tap the **Settings** icon to change the Google voice typing settings.

  Choose input languages: Allows you to select the languages to support with Google voice typing.

  Block offensive words: Checkmark to hide recognized offensive text.

  Offline speech recognition: Enables voice input while offline.
- **LG Keyboard** - Tap the **Settings** icon to change the following settings.

  Input language and type: Allows you to select the keyboard language and type. This is where you can select multiple languages for your keyboard input.

  Word suggestion: Checkmark to enable the suggestion settings you set which include Auto correction, Suggest next word, and Advanced word suggestion. You can also clear the history.

  Auto capitalization: Checkmark to automatically capitalize the first letter of each new sentence.

  Auto punctuation: Checkmark to automatically insert a period when you double-tap the Space Key.

  Voice input: Checkmark to show the **Voice Input Key** on the keyboard.

  Path input: Checkmark to enter a word by drawing a path through all of the letters.

  Handwriting: Allows you to set the handwriting style. Set the pen type (width), color, delay time, and gestures used when your handwriting is translated to text on your tablet.

Keyboard gesture: Allows you to activate the Hide keyboard and Split keyboard functions.

Additional settings: Allows you to set the additional settings that include Extend keyboard, Vibrate on keypress, Sound on keypress, and Preview on keypress.

Help: Displays text input settings information.

Languages

You can set only one default language for your tablet, but you can set multiple languages used for the on-screen keyboard.

To change the default language

- From the Home screen, tap **Apps** (in the Quick Access Bar) > **Settings** > **Language and input** > **Language** > tap the language you want.

To add additional languages for your keyboard

- From the Home screen, tap **Apps** (in the Quick Access Bar) > **Settings** > **Language and input**. Tap the **Settings** icon to the right of LG Keyboard, tap **Input language and type**, then checkmark the languages you want the keyboard to be able to use.

  OR

- Open the Notifications Panel (when an app that allows text input is open), tap **Choose input method** > **Setup input methods** > the **Settings** icon to the right of LG Keyboard > **Input language and type**, then checkmark the languages you want to be able to use.

Connecting to Networks and Devices

Wi-Fi

With Wi-Fi, you can use high-speed Internet access within the coverage of the wireless access point (AP). Enjoy wireless Internet using Wi-Fi, without extra charges.

Connecting to Wi-Fi networks

To use Wi-Fi on your tablet, you need to access a wireless access point or 'hotspot'. Some access points are open and you can simply connect to them. Others are hidden or use security features; you must configure your tablet to be able to connect to them. Turn off Wi-Fi when you're not using it to extend the life of your battery.

Turning Wi-Fi on and connecting to a Wi-Fi network

1. From the Home screen, tap **Apps** > **Settings** > **Wi-Fi**.
2. Tap OFF to turn Wi-Fi on and start scanning for available Wi-Fi networks.
3. Tap **Search** to see a list of active and in-range Wi-Fi networks.
   - Secured networks are indicated by a lock icon.
4. Touch a network to connect to it.
   - If the network is secured, you are prompted to enter a password or other credentials. (Ask your network administrator for details)
5. The Status Bar displays icons that indicate your Wi-Fi status.

Bluetooth

You can use Bluetooth to send data by running a corresponding application, but not from the Bluetooth menu as on most other mobile phones or tablets.

NOTE
- LG is not responsible for the loss, interception or misuse of data sent or received via the Bluetooth wireless feature.
- Always ensure that you share and receive data with devices that are trusted and properly secured. If there are obstacles between the devices, the operating distance may be reduced.
- Some devices, especially those that are not tested or approved by Bluetooth SIG, may be incompatible with your device.

Turning on Bluetooth and pairing up your tablet with a Bluetooth device

You must pair your device with another device before you connect to it.

1. From the Home screen, tap **Apps** > **Settings** > **Bluetooth**.
2. Tap OFF to turn Bluetooth on. You will see the option to make your tablet visible. Then tap **Search for devices** to view the devices in range.
3. Choose the device you want to pair with from the list.

Once the paring is successful, your device will connect to the device.

NOTE Your tablet doesn't support Handsfree Profile. Therefore, the use of call features with some of accessories, such as Bluetooth headsets or Bluetooth-enabled devices, may not be available for this device.

Send data using the Bluetooth wireless feature

1. Open the item and tap .

   OR

   Touch and hold the item and select **Share**.

   OR

   Open the item and touch and hold the **Recent Apps Key** > **Share**.
2. Tap **Bluetooth** to share via Bluetooth.

NOTE The method for selecting an option may vary by data type.

3. Search for and pair with a Bluetooth-enabled device.

Receive data using the Bluetooth wireless feature

1. From the Home screen, tap **Apps** > **Settings** > **Bluetooth**.
2. Tap OFF to turn Bluetooth on and mark the checkbox next to the tablet name to make the tablet visible on other devices.

   NOTE To select the length of time that your device will be visible, tap the **Menu key** > **Visibility timeout**.
3. Pair the devices and tap **Accept** when you receive a Bluetooth Authorization Request to accept the file(s).

SmartShare

You can enjoy SmartShare feature on Gallery, Music, Video, and Polaris Office.

To send content from your tablet to other devices

1. On the content you want to play or beam, tap .
2. Tap **Play** or **Beam** in the dialog box.
   - **Play:** You can stream your content via TV, Bluetooth speaker, etc.
   - **Beam:** You can send your content to Bluetooth devices or SmartShare Beam*-supported LG smartphone or tablets.

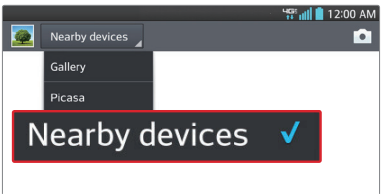
* SmartShare Beam quickly transfers multimedia contents through Wi-Fi Direct.

3. Tap the device to play or receive on the list.
   - If the device is not on the list, make sure on the device that Wi-Fi, Wi-Fi Direct, or Bluetooth connection is turned on. Then tap **Rescan**.
4. Tap **Send**.

To enjoy content from nearby devices such as a computer or mobile device on your tablet

1. To connect the nearby devices to your tablet, tap **Nearby devices**.

<Gallery>



- Ensure that your tablet and nearby devices are connected to the same Wi-Fi network.
- Make sure that the DLNA feature on the nearby device is turned on.

2. Tap the device to connect.
   If the device is not on the list, tap **Search nearby devices**.

After connection, you can enjoy the contents from the nearby device on your tablet.

PC connections with a USB cable

You can connect your tablet to your PC to charge it, transfer items to the PC from the tablet and vice versa.

Transferring music, photos and videos using the USB mass storage mode

1. Connect your tablet to a PC using the USB cable (power cord) included with your tablet.
2. If you haven't installed the LG Android Platform Driver on your PC, you will need to manually change the settings. From the Home screen, tap the **Menu key** > **Settings** > **PC connection** > **Select USB connection method** > **Media sync (MTP)**.

3. You can now view the mass storage content on your PC and transfer the files.

Synchronize with Windows Media Player

Ensure that Windows Media Player is installed on your PC.

1. Use the USB cable to connect the tablet to a PC on which Windows Media Player has been installed.
2. Select the **Media sync (MTP)** option.
3. When connected, a pop-up window will appear on the PC. Select the Windows Media Player option to synchronize music files.
4. Edit or enter your device's name in the pop-up window (if necessary).
5. Select and drag music files to the sync list.
6. Start synchronization.

- The following requirements must be satisfied to synchronize with Windows Media Player.

Items	Requirement
OS	Microsoft Windows XP SP2, Vista or higher
Window Media Player version	Windows Media Player 10 or higher

- If the Windows Media Player version is older than 10, install version 10 or newer.

Chrome

The **Chrome** app allows you to access the Internet from your tablet. Access and selections within this feature are dependent upon your service provider. For specific information on Internet access through your tablet, contact your service provider.

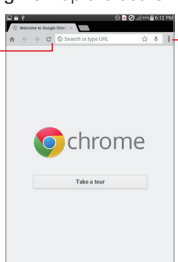
NOTES
- You may incur additional charges for accessing the web and downloading media. For details, contact your service provider.
- Chrome may differ from this user guide due to updates via Play Store.

Viewing webpages

1. From the Home screen, tap **Apps** (in the Quick Access Bar) > **Chrome** or tap the **Chrome** icon directly on the Quick Access Bar.
2. Tap the URL input field to access a webpage. Enter the web address (URL) of the web page, then tap Go on the on-screen keyboard.

- As you begin entering text, suggestions appear below the address bar and can include your previous searches (search graphic), related bookmarks (star graphic), related browsing history sites (clock graphic), and related sites (globe graphic). Tap any of these to go directly to that site.
- You can change the search engine for your searches. Open Chrome application, then tap the **Menu key** (in the Touch Keys Bar) > **Settings** > **Search engine**. Tap the search engine you want to use.

URL Input Field (address bar)
Tap here to enter a web address for the web page you want to access.



Chrome Menu Icon
Tap here to access New tab, New incognito tab, Bookmarks, Other devices, History, Find in page, Request desktop, Settings, and Help.

NOTE This is the same as tapping the **Menu key** in the Touch Keys Bar.

Search within a webpage

NOTE You can also tap the Chrome **Menu options** icon (in the upper-right corner of the tab), then tap **Find in page**.

1. While viewing the page, tap the **Menu key** (in the Touch Keys Bar), then tap **Find in page**.
2. Type the text you're looking for in the find bar at the top of the screen.

   Matches are highlighted on the page (current match in orange and other found matches in yellow).

- The find bar displays the total number of matches. Tap the up and down arrows to the right of the find bar to go to each match.
- Found matches are also indicated in the scroll column along the right side of the screen. Tap any of the highlights to jump directly to that match.

Searching the web by voice

Tap the address field, tap the **Microphone** icon, say a keyword, then tap one of the search results that appear.

Syncing with other devices

When you are logged in with the same Google Account on other devices, you can sync them to be able to access your open tabs and bookmarks on your tablet.

To view tabs you opened on other devices, tap the **Menu key** (in the Touch Keys Bar) > **Other devices**. You must be signed in to the same Google Account on all of the devices. Select a webpage to open.

Adding and viewing bookmarks

To add bookmarks, while viewing the page you want to bookmark, tap the **Bookmark** icon in the URL bar.

To open a bookmarked webpage, tap the **Menu key** (in the Touch Keys Bar) > **Bookmarks** and select the desired page.

NOTE The Bookmark filepath is displayed at the top of the bookmark screen. If necessary tap **Mobile bookmarks** to view your bookmarked pages.

Browse with tabs

Your device displays webpages in a tab format (they look like file folder tabs) allowing you to easily browse several webpages simultaneously. Create multiple tabs for the sites you want, then tap the tabs (at the top of the screen) to quickly and easily switch between them.

Create a new tab

From the **Chrome** app, tap the **Menu key** (in the Touch Keys Bar), then tap **New tab** (or **New incognito tab**). OR, tap the **New tab** icon in the upper-left corner of the browser.

The New Tab page

Use the three options (located at the bottom of the screen) to help you open the page that you want quickly.

- **Most Visited** Snapshots of the webpages that you visit the most are shown here. Just tap a snapshot to visit the site using the new tab you created. Touch and hold a snapshot to open a Context menu to access Open in new tab, Open in incognito tab, and Remove.
- **Bookmarks** Icons for sites that you've bookmarked are listed here. Tap a bookmark icon to visit the site using the new tab you created. Touch and hold a bookmark to open a Context menu to access Open in new tab, Open in incognito tab, Edit bookmark, Delete bookmark, or Add to home screen.

NOTE The Bookmark filepath is displayed at the top of the bookmark screen. If necessary tap **Mobile bookmarks** to view your bookmarked pages.

- **Other devices** Chrome tabs that are opened on other devices are shown here. Tap a page icon to open the same tab on your tablet. You must be signed in to Chrome to sync your open tabs across devices.

NOTE When you edit items in the Most Visited and Bookmarks options, it can take up to 15 seconds for open tabs to refresh on other devices.

Download files

1. Touch and hold a download link.
2. In the Context menu that appears, tap **Save link**.

To view downloaded files:

From the Apps screen (or the Home screen), tap **Downloads** .

- To open a downloaded file, tap it. To complete the open download request, tap **HTML Viewer** or **Print**, then tap **Always** or **Just once**.
- To view earlier downloads, tap the heading date you want to view.
- To share downloads, tap the **Share** icon at the top of the screen, checkmark the ones to share, then tap **Share** and choose a sharing method from the list.
- To delete downloads, tap the **Delete** icon at the top of the screen, checkmark the ones to delete, tap **Delete**, then **Yes** to confirm.
- Tap **Size** or **Date**, at the top left of the screen, to switch the download file sort criteria.

Chrome Settings

To access the settings specific to the Chrome app:

1. From the **Chrome** app, tap the **Menu key** (in the Touch Keys Bar).
2. Tap **Settings**.
3. Tap the setting you want.

The Basics section includes your Google Account, Search engine, Autofill forms, and Save passwords. The Advanced section includes Privacy, Accessibility, Content settings, Bandwidth management, and About Chrome.

Contacts

You can add contacts on your tablet and synchronize them with the contacts in your Google Account or other accounts that support syncing contacts.

Searching for a contact

1. From the Home screen, tap **Apps** (in the Quick Access Bar), > **Contacts** to open your contacts.
2. Tap the **Search contacts** box and enter the contact name using the on-screen keyboard. You can also tap a letter along the left side of the screen to access names starting with the chosen letter.

Adding a new contact

1. From the Home screen, tap **Apps** (in the Quick Access Bar), > **Contacts**.
2. Tap the **New** icon (in the upper-right corner of the screen) to add a new contact and select the desired account (if applicable).
3. If you want to add a picture to identify the contact, tap the **Photo** icon . Choose **Take photo** (to take a picture using the camera) or **Select from Gallery** (to browse for and select an image).
4. Enter the Contact's name. Tap the **More** icon to enter more specific name information.
5. Enter all of the details for your contact.
6. Tap **Save** to save the contact entry.

Favorite Contacts

To add a contact to your favorites

1. From the Home screen, tap **Apps** (in the Quick Access Bar), > **Contacts** to open your contacts.
2. Tap a contact to view its details.

3. Tap the star icon to the right of the contact's name. The star turns gold and the contact is added to your favorites.

To remove a contact from your favorites list

1. From the Home screen, tap **Apps** (in the Quick Access Bar), > **Contacts** to open your contacts.
2. Tap the **Favorites** tab (at the top of the screen) to view your favorite contacts.
3. Tap a contact to view its details.
4. Tap the gold star in the upper-right corner of the screen. The star turns grey and the contact is removed from your favorites.

Creating a group

1. From the Home screen, tap **Apps** (in the Quick Access Bar), > **Contacts** to open your contacts.
2. Tap the **Groups** tab (at the top of the screen), then tap the **Groups** icon .
3. Select the account where you want to create the group and enter a group name.
4. Tap **Add members** and select the contacts you want to add, then tap **Add**.
5. Tap **Save** to save the group.

NOTE If you delete a group, the contacts assigned to that group will not be lost. They will remain in your contacts.

Email

You can use the Email app to read emails from services like Yahoo!, MSN, and AOL. The Email app supports the following account types: POP3, IMAP, and Exchange.

Your service provider or system administrator can provide you with the account settings you need.

Managing an email account

The first time you open the Email app, a set-up wizard opens to help you to set up an email account.

After the initial setup, the contents of your inbox are displayed. If you've added more than one account, you can switch between your accounts.

To add another email account:

Open **Email**, then tap the **Menu key** (in the Touch Keys Bar) > **Settings** > **Add account** icon .

To change an email account's settings:

Open **Email**, then tap the **Menu key** (in the Touch Keys Bar) > **Settings** > **General settings** to adjust the settings that affect all accounts. Or tap an individual account to adjust settings only for that account.

To delete an email account:

Open **Email**, then tap the **Menu key** (in the Touch Keys Bar) > **Settings** > **Menu key** (in the Touch Keys Bar) > **Remove account** > tap the account you want to delete > **Remove** > **Yes**.

Working with account folders

Open **Email** tap the **Menu key** (in the Touch Keys Bar), then tap **Folders**. Each account has an Inbox, Outbox, Sent, and Drafts folder. Depending on the features supported by your account's service provider, you may have additional folders.

Composing and sending email

To compose and send a message:

1. While in the Email app, tap the **Compose** icon .
2. Enter an address for the message's intended recipient. As you enter text, matching addresses will be proposed from your Contacts. Separate multiple addresses using semicolons.

3. Tap the **Menu key** (in the Touch Keys Bar) to Cc/Bcc a contact or tap the **Attach** icon to attach files, if necessary.
4. Enter the subject and your message.
5. Tap the **Send** icon to send the message.
   If you aren't connected to a network, for example, if you're working in airplane mode, the messages that you send will be stored in your Outbox folder until you connect to a network again. If it contains any pending messages, the Outbox will be displayed on the Accounts screen.

TIP! When a new email arrives in your Inbox, you will be notified by a sound or vibration. Tap the email notification to stop receiving notifications.

Gmail

When you open the **Gmail** app, the most recent conversations are displayed at the top of your Inbox list. All of your conversations are displayed in your Inbox unless you delete, archive, or filter them.

To open the Gmail app

From the Home screen, tap **Apps** (in the Quick Access Bar) > **Gmail**.

Your Gmail Inbox

The current Google Account is displayed at the top of the Inbox. If you have more than one account, you can switch accounts to view the messages in each Inbox. Simply tap the Accounts & labels icon at the top left corner to select another account or label to display.

Conversations with new messages are displayed with bold subject lines. To read a message in a conversation, tap its subject line text.

› indicates that you were copied on this message.
» indicates that this message was sent directly to you.

Gmail Inbox icons

Use the following icons (at the top of the screen) while viewing your Gmail Inbox:

New message Tap to begin a new Gmail message.

Search Tap to search within your Gmail messages.

Accounts and labels Tap to change to another account or label.

NOTE Drag the screen downward to refresh and check for new email.

Managing your Gmail messages

Tap the letter icon (or contact photo) next to a Gmail message, then you can tap the **Archive** icon, **Delete** icon, **Read/Unread** icon, **Move to** icon, or the **Menu** icon (Change labels, Add star, Mark important, Mute, Report spam, and Report phishing) at the top of the screen.

NOTE You can also tap the **Favorite** icon next to a Gmail message to designate it as a favorite message.

Navigating in the Gmail app

While viewing your Inbox, swipe the screen up and down to scroll through the list of messages. The following icons are available at the top right of the Gmail Inbox:

- **Compose**: Tap to start a new Gmail message.
- **Search**: Tap to search within the Gmail app.

In addition, while viewing your Inbox you can:

- Swipe a Gmail message off the screen to the left or right to quickly and easily archive the message. Tap **Undo** to restore it to your Inbox.
- Tap the letter icon (or contact photo) to the left of one or more messages, then tap the **Delete** icon to delete it/them. Tap **Undo** to restore it/them to your Inbox.

While viewing a message, swipe the screen left and right to scroll through all of your messages and use the following icons (at the top of the screen):

- **Archive**: Tap to send the message to your archive folder.
- **Delete**: Tap to delete the message.
- **Unread**: Tap to return the message to an unread state.

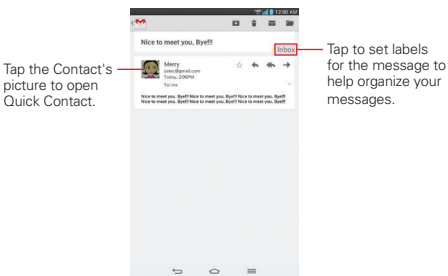
- **Move to** : Tap to move the email to another label.

If you are viewing a message or another label, tap the **Back key** (in the Touch Keys Bar) until you return to your Inbox.

Reading Your Messages

- Tap a conversation that contains the message you want to read.

  The conversation opens to the first new (unread) message, or to the first starred message, if you've previously starred a message in the conversation.


Tap the Contact's picture to open Quick Contact.
Nice to meet you, Bye!!
Inbox
Tap to set labels for the message to help organize your messages.

  While viewing a message, tap the message action icons on the message header to access options which include to mark it as a favorite, to reply to the sender, to reply to all addresses, and to forward the message to someone else.

To reread a message

When you open a conversation, messages that you've already read are minimized into a tab that indicates the number of hidden messages.

1. From your Gmail Inbox, tap the conversation you want to view.
2. Tap the contact name to open that message.

While reading a message you can tap the **Unread** icon (at the top of the screen) to return a read message to the unread state. For example, to remind yourself to read it again later.

Composing and Sending a Message

You can compose and send a message to people or groups with Gmail addresses or other email addresses.

To compose and send a message

1. From the Home screen, tap **Apps** (in the Quick Access Bar) > **Gmail** > **Compose** at the top right corner of the screen.

   NOTE If you set up more than one Google Account on your tablet and want to send the message from a different Google Account, tap the current Google Account, then tap the account you want to use.

2. Enter a recipient's address.

   As you enter text, matching addresses are offered from your Contacts list. You can tap a suggested address or continue entering text to enter a new one.

   NOTE Tap **+CC/BCC** to the right of the recipient address bar to add normal copy or blind copy recipients, if necessary.

3. Enter a subject for the message in the Subject field.
4. Enter your email text in the Compose email field.
5. Tap the **Menu key** (in the Touch Keys Bar), then tap **Attach picture** or **Attach video** if you want to add an attachment to your Gmail message.

   NOTE You can also tap to the right of the Subject field to add an attachment to your message. Tap an attachment type (**Drive**, **Gallery**, or **Photos**), then search for and attach the file to send with the message.

6. Tap the **Send** icon at the top right corner of the screen to send your message.

   NOTE If you aren't ready to send the message, tap the **Menu key** (in the Touch Keys Bar), then tap **Save draft**.

Replying to or Forwarding a Message

Continue an email conversation by replying to a message or by forwarding it without changing the Subject text. Change the Subject text to start a new conversation.

NOTE The conversation text and previous messages are also included in your reply (or forwarded) message.

To reply to or forward a message

1. Open the message you want to reply to or forward.
2. On the message header, tap the **Reply** icon, the **Reply all** icon, or the **Forward** icon.
   - Add others to an ongoing conversation by replying to all and then adding the new person's address(es) to the reply.
3. Tap the **Send** icon at the top right corner of the screen to send your Gmail message.

NOTE You can change the message action after you've started the message. Simply tap in the upper-left corner (next to the current message action), then tap the one you want. For example, if you chose Reply but decide you want to Reply all instead.

Google Account settings

1. From the Home screen, tap **Apps** (in the Quick Access Bar) > **Gmail** > **Menu key** (in the Touch Keys Bar).
2. Tap **Settings**.
3. Tap **General settings** to change the settings for all accounts, including **Archive & delete actions, Swipe to archive, Sender image, Reply all, Auto-fit messages, Auto-advance, Confirm before deleting, Confirm before archiving**, and **Confirm before sending**.

NOTE Tap each individual account to change its settings, including **Inbox type, Inbox categories, Notifications, Inbox sound & vibrate, Signature, Vacation responder, Sync Gmail, Days of mail to sync, Manage labels, Download attachments**, and **Images**.

Hangouts

The **Hangouts** app lets you have real-time text conversations with your friends.

To Open the Hangouts app

- From the Home screen, tap **Apps** (in the Quick Access Bar) > **Hangouts**.

To sign out of Hangouts

- From your chatting list, tap **Menu** (in the Touch Keys Bar) > **Settings** > tap your account > **Sign out**.

Chatting with Friends

1. From the Home screen, tap **Apps** (in the Quick Access Bar) > **Hangouts**.
2. Tap the **New** icon + to view your contacts list. It includes all of the Google Accounts you've added.
3. Tap the Message field at the bottom of the screen then enter your message.
4. Tap the **Send** icon.

Hangouts chatting list

Touch and hold a friend's name in the chat screen. Use the following icons at the top of the screen:

	Tap to turn notifications off for this friend.
	Tap to archive the conversation.
	Tap to delete the conversation.

Blocking your Friends

- To block a friend from exchanging messages with you, tap the friend in the chatting list. Tap the **Menu key** (in the Touch Keys Bar) > **People & options**. Tap the block option, then tap the **Block** button to confirm.
- To remove a friend from the blocked list, tap the **Menu key** (in the Touch Keys Bar) from the chatting list. Tap **Settings** > tap your account > **Blocked people** > **Unblock** next to the person's name.

NOTE Once you block a friend, all of your chats with that friend are deleted from the chatting list.

Hangouts Settings

- From the chatting list, tap the **Menu key** (in the Touch Keys Bar) to choose from **Set mood, Invites**, **Snooze notifications**, **Archived Hangouts**, **Settings**, **Send feedback**, and **Help**.
- While chatting, tap the **Menu key** (in the Touch Keys Bar) to choose from **People & options**, **New group Hangout**, **Turn history off**, **Archive**, **Delete**, **Send feedback**, and **Help**.

Camera

The Camera app not only allows you to take high quality pictures and share them, but also includes many specialized features eliminating the need for any other camera.

To open the Camera app, from the Home screen tap **Apps** (in the Quick Access Bar) > **Camera**.

TIP! If you've set your tablet to use the Swipe unlock method, from the locked screen, simply drag the **Camera** upward to automatically open the Camera app.

Getting to know the viewfinder

Shot mode – Allows you to choose a shot mode to define how the picture will be taken.

Lens swap – Switches between the rear-facing camera and the front–facing camera.

Mode switch – Slide this icon up or down to toggle between Camera mode and Video mode.

Capture icon – Takes a picture.

Gallery – Tap to view the last photo you captured. This enables you to access your Gallery and view saved photos while in camera mode.

Settings – Opens the camera settings. See **Using the advanced settings** below.

NOTE Please ensure the camera lens is clean before taking pictures.

Using the advanced settings

Tap the **Settings** icon in the viewfinder to open the advanced settings. After changing the setting(s) as you want, tap the **Back key** (in the Touch Keys Bar).

	Allows you to take pictures by voice command.
	Defines and controls the amount of light entering the lens.
AF	Sets the focus mode. Choose from **Auto, Manual**, and **Face tracking**.

	Sets the photo resolution. If you choose a high resolution, the file size will increase, which means you will be able to store fewer photos in your tablet's memory.
	Sets the sensitivity of the camera's light sensor (a higher setting provides more sensitivity). This is useful in darker conditions when you cannot use the flash.
	Improves color quality in various lighting conditions.
	Applies artistic effects to your photos.
	Sets a delay after the Capture icon is tapped. This is ideal if you want to be in the photo.
	Activate this feature to use your tablet's location-based services which. tag your photo(s) with the location. If you upload tagged pictures to a blog that supports geo-tagging, you can see the pictures displayed on a map. **NOTE** This function is only available when GPS is turned on.
	Sets a sound to indicate shutter activation.
	Sets how the Volume keys function while in Camera mode. Choose **Zoom** or **Capture**.
	Sets the storage location (Internal storage or SD card) for your pictures. **NOTE** This setting is not available (greyed-out) to guest users signed in to the tablet or when the SD card is not in the slot.
	Opens the help guide to learn about the camera functions and features.
	Restores all of the camera settings to their default values.

TIP!

- When you exit the Camera app, some settings return to their defaults, such as white balance, color effect, and timer. Check these before you take your next photo.
- The Settings menu is superimposed over the viewfinder, so when you change photo color or quality elements, you will see a preview of the changed image behind the Settings menu.

Taking a photo

1. Open the **Camera** app.
2. Hold the tablet horizontally and point the lens toward the subject you want to photograph.

3. A focus box will appear in the center of the viewfinder screen. You can also tap anywhere on the screen to focus on that spot.
4. When the focus box turns green, the camera has focused on your subject.
5. Tap the **Capture** icon to take the photo.

Using the Time catch shot mode

Sets the camera to capture missing moments by taking five sequential pictures before the Capture icon is tapped.

1. Open the **Camera** app.
2. Tap the **Shot Mode** icon MODE > **Time catch shot**.
3. Tap the **Capture** icon to take a picture.
4. To view the moments just before the picture was taken, tap the image thumbnail at the bottom of the Camera screen.
5. Select the pictures that you want to keep, then tap the **Save** icon Save at the top of the screen.

Once you've taken a photo

Tap the image preview at the bottom of the screen to view the last photo you took.

NOTE Complete the action by selecting the app to use to view the captured image(s). Tap either **Gallery** or **Photos**, then tap **Always** or **Just once**.

	Tap to share your photo using the SmartShare function.
	Tap to take another photo immediately.
	Tap to send your photo to others or share it via social network services.
	Tap to delete the photo.

TIP! If you have a social networking account and set it up on your tablet, you can share your photo with your social networking community.

While viewing a photo, tap the screen to illuminate the Touch Keys Bar, then tap the **Menu key** to access the following options.

Set image as – Tap to use the photo as a **Contact photo**, **Home screen wallpaper**, **Lock screen wallpaper**, or **Wallpaper**.

Move – Tap to move the photo to another album.

Copy – Tap to copy the photo and save it to another album.

Copy to Clip Tray – Tap to copy the photo and store in the Clip Tray.

Rename – Tap to edit the name of the selected photo.

Rotate left - Tap to rotate the picture to the left.

Rotate right - Tap to rotate the picture to the right.

Crop – Tap to crop your photo. Drag the crop box to enclose the photo area you want to keep.

Edit – Tap to edit the photo. Select **Photo studio** or **Photos** to make your photo edits.

	Applies a brightness effect to your photo. (Photo studio)
	Applies artistic effects to your photos. (Photo studio)
	Applies color effects to your photos. (Photo studio)
	Applies additional options to your photos. (Photo studio and Photos)
	Rotates the photo. (Photos)
	Applies filter effect(s) to your photo. (Photos)

Slideshow – Tap to automatically display a slideshow of all your pictures.

Add location – Tap to add the location information.

Print – Tap to print the picture. Choose to automatically find a printer on your network, or manually enter one to use.

Details – Tap to view more information about the picture.

Viewing your saved photos

You can access your saved photos when in camera mode. Just tap the image preview at the bottom of the screen. Select the app to use to view your photos. Tap either **Gallery** or **Photos**, then tap **Always** or **Just once**.

- To view more photos, scroll left or right.
- To zoom in or out, double-tap the screen or place two fingers on the screen and spread them apart (move your fingers closer together to zoom out).

Video Camera

The **Camera** app allows you to change to video camera mode to record videos.

To open the Video Camera, from the Home screen tap **Apps** (in the Quick Access Bar) > **Camera**. Then slide the **Mode switch** to toggle from Camera to Video camera mode.

Getting to know the viewfinder

Shot mode – Allows you to choose a shot mode to define how the picture will be taken.

Lens swap – Switches between the rear-facing camera and the front–facing camera.

Mode switch – Slide this icon up or down to toggle between Camera mode and Video mode.

Capture icon – Takes a picture.

Gallery – Displays the last video you recorded. Accesses your Gallery to view your saved videos while in video mode.

Settings – Opens the camera settings. See **Using the advanced settings** below.

TIP! When recording a video, place two fingers on the screen and pinch to use the Zoom function.

NOTE Make sure that the microphone is not blocked when recording a video or audio clip.

Using the advanced settings

Using the viewfinder, tap the **Settings** icon to open all of the advanced options.

FHD	Sets the recording resolution (size in pixels) of the video you are recording.
	Defines and controls the amount of light entering the lens.
	Minimizes shaking while recording to improve the video quality.
AWB	Improves color quality in various lighting conditions.

	Sets a color tone to use for your video.
	Activate this feature to use your tablet's location-based services which tag your videos with their location.
	Sets how the Volume keys function while in Video camera mode. Choose **Zoom** or **Record**.
	Sets the storage location (Internal storage or SD card) for your pictures. **NOTE** This setting is not available (greyed-out) to guest users signed in to the tablet or when the SD card is not in the slot.
	Opens the help guide to learn about the video camera functions and features.
	Restores all of the camera settings to their default values.

Recording a video

1. Open the **Camera** app and slide the **Video mode** icon downward.
2. The video camera viewfinder appears on the screen.
3. Hold the tablet horizontally and point the lens toward the subject you want to capture in your video.
4. Tap the **Record** icon once to start recording.
5. A timer showing the length of the video will appear.
6. Tap the **Stop** icon to stop recording.

After recording a video

Tap the video preview at the bottom of the screen to view the last video you recorded. Tap the screen to display the following icons (at the top of the screen).

	Tap to share your video using the SmartShare function.
	Tap to record another video immediately.
	Tap to send your video to others or share it via social network services.
	Tap to delete the video.

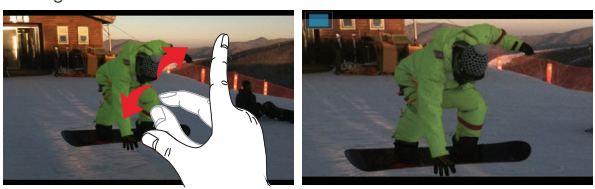
Watching your saved videos

1. In the viewfinder, tap the image preview at the bottom of the screen.
2. Your Gallery will appear at the bottom of the screen.
3. Tap the video you want, then tap the **Play** icon to play it automatically.

Live Zooming

Live Zooming allows you to zoom in or zoom out on a portion of a video that is being played to make the desired section appear larger or smaller.

When viewing a video, use your index finger and thumb in a pinching or spreading motion to zoom in or out.



NOTES

- While a video is playing, slide your finger vertically along the left side of the screen to adjust the screen brightness.
- While a video is playing, slide your finger vertically along the right side of the screen to adjust the video volume.
- While a video is playing, slide your finger horizontally across the screen to rewind or fast-forward.
- Do not press too hard; the touchscreen is sensitive enough to pick up a light, but firm touch.

Adjusting the volume while viewing a video

Use the Volume keys on the right side of the to adjust the volume of a video while it's playing.

Gallery

You can store multimedia files in your tablet's internal memory for easy access to all your multimedia files. Use this app to view multimedia files like pictures and videos.

From the Home screen, tap **Apps** (in the Quick Access Bar) > **Gallery** . You can also access the **Gallery** directly from the home screen. You can manage and share all of your image and video files with the Gallery app.

NOTES
- Some file formats are not supported, depending on the software installed on your tablet.
- Some files may not play properly, depending on how they are encoded.

Viewing pictures

Launching the Gallery app displays all of your available folders. When another app, such as Email, saves a picture, the download folder is automatically created to contain the picture. Likewise, capturing a screenshot automatically creates the Screenshots folder. Tap a folder to open it.

Pictures are displayed in order by creation date. Tap a picture to view it in full-screen. Scroll left or right to view the next or previous image.

Zooming in and out

Use one of the following methods to zoom in on an image:

- Double-tap anywhere on the screen to zoom in. Double-tap again to return to full-screen view.
- Place two finger on the screen and spread them apart to zoom in. Pinch in to zoom back out.

Playing videos

The **Play** icon is displayed on all video files. Select a video from the Gallery app. Select how you want to view it (**Photos** or **Videos**), then tap **Always** or **Just once**. Tap the **Play** icon to play it.

Viewing photo and video options

When viewing a photo or video, tap the **Menu key** (in the Touch Keys Bar) to access and use the advanced editing options.

Deleting images and videos

- While viewing your Gallery folders, tap (in the upper-right corner of the screen) and select the photos and videos you want to delete, then tap **Delete** (at the bottom of the screen), then tap **Yes** to confirm.
- While viewing a photo or video, tap the **Delete** icon (in the upper-right corner of the screen), then tap **Yes** to confirm.

Setting as wallpaper

When viewing a photo, tap the **Menu key** (in the Touch Keys Bar) > **Set image as** and select **Home screen wallpaper**, **Lock screen wallpaper** or **Wallpaper.**

NOTES
- Some file formats are not supported, depending on the tablet software.
- If the file size exceeds the available memory, an error can occur when you open files.

Videos

Your tablet has a video player that lets you play all of your favorite videos. To access the video player, from the Home screen tap **Apps** (in the Quick Access Bar) > **Videos** .

Using the Videos app

- Tap the **View type** icon to access a drop-down list to set how to display your video files. Choose from **List**, **Grid**, and **Folder**.
- Tap the **Sort by** icon to access a drop-down list to set how to sort your video files. Choose from **Title**, **Date**, **Size**, and **Type**.
- Tap the **Share** icon to select video file(s) to share.

Playing a video

1. From the Home screen, tap **Apps** (in the Quick Access Bar) > **Videos** .

2. Select the video you want to play.

	Tap to pause video playback.
	Tap to resume video playback.
	Tap to fast-forward 10 seconds. Touch and hold to fast-forward 3 seconds.
	Tap to rewind 10 seconds. Touch and hold to rewind 3 seconds.
	Tap to manage the video volume.
	Tap to change the aspect ratio (Full screen, Original size, or Best fit) of the video screen.
	Tap to access QSlide and display the video in a small window.
	Tap to share your video via the SmartShare function.
	Tap to lock the video.

To change the volume while watching a video, press the Volume keys on the right side of the tablet.

Touch and hold a video in the list to access the following options: **Share**, **Delete**, **Trim,** and **Details**.

Music

Your tablet has a music player that lets you play all of your favorite tracks. To access the music player, from the Home screen, tap **Apps** (in the Quick Access Bar) > **Music** .

Add music files to your tablet

Start by transferring music files to your tablet:

- Transfer music using Media sync (MTP).
- Download from the Web.
- Synchronize your tablet to a computer.
- Receive files via Bluetooth.

Transfer music using Media sync (MTP)

1. Connect the tablet to your PC using the USB Cable.
2. Select the **Media sync (MTP)** option. Your tablet will appear as another hard drive on your computer. Click on the drive to view it. Copy the files from your PC to the drive folder.
3. When you're finished transferring files, swipe the Status Bar downward and tap **USB connected** > **Charge tablet**. You may now safely unplug your tablet.

Playing a song

1. From the Home screen, tap **Apps** (in the Quick Access Bar) > **Music** .
2. Tap the **Songs** tab (Music tabs are displayed along the right side of the screen).
3. Tap the song you want to play.

TIP! To find a song, you can tap the **Search** icon at the top of the screen or tap the letter the song begins with using the alphabet listed along the right side of the screen.

Music player icons

	Tap to find the song on YouTube.
	Tap to share your music via the SmartShare function.
	Tap to set shuffle mode.
	Tap to set repeat mode.
	Tap to manage the music volume. You can also use the **Volume keys** on the right side of the tablet to adjust the volume.
	Tap to pause playback.
	Tap to resume playback.
	Tap to skip to the next track on the album or in the playlist. Touch and hold to fast-forward 3 seconds.

	Tap to go back to the beginning of the song. Tap 2 times to return to the previous song. Touch and hold to rewind 3 seconds.
	Tap to set the current song as a favorite.
	Tap to see the current playlist.
	Tap to set the audio effect.

Other music player options

- Touch and hold any song in the list to access **Play**, **Add to playlist**, **Share**, **Delete**, **Details,** and **Search**.
- Tap the **Menu key** (in the Touch Keys Bar) to access **Select to play**, **Search**, **Add to playlist**, **Remove from playlist**, **Share**, **Delete**, **Details**, **Edit tabs**, **Help**, and **Settings**.

Turning the music player off

To stop the music player, swipe the Status Bar downward, then flick the music entry to the right (or left) off the screen.

NOTES
- Some file formats are not supported, depending on the device software.
- If the file size exceeds the available memory, an error can occur when you open files.
- Music file copyrights may be protected by international treaties and national copyright laws. Therefore, it may be necessary to obtain permission or a licence to reproduce or copy music. In some countries, national laws prohibit private copying of copyrighted material. Before downloading or copying the file, check the national laws of the relevant country concerning the use of such material.

Play Store

Play Store allows you to browse and search for free and paid applications.

To open the Play Store app

- From the Home screen, tap **Apps** > **Play Store** or tap the **Play Store** icon on the Home screen.

To get help with Play Store

Play Store Help web pages are available from all Play Store screens.

- Tap the **Menu key** (in the Touch Keys Bar), then tap **Help**.

  The **Chrome** app opens to the Play Store Help page, with links to many help topics.

To open a screen with details about an app

- At any time while browsing in Play Store, tap an app to open its details screen.

  The App details screens include a description, ratings, comments, and related information about the app. From this screen, you can download, install, uninstall, rate the app, and more.

Downloading and Installing Apps

When you find an app you want, you can install it on your tablet.

To download and install an app

NOTE Before you can download a paid app, you must set up a billing arrangement.

Price/Install button
Indicates the cost or install for free apps.

1. From the Home screen, tap **Play Store**.
2. Tap a category from the homepage or tap the **Search** icon (in the top right corner of the screen) to search for an app.

3. Tap **INSTALL** or the **Price** button to download the selected app.
4. If you agree with the app's access requirements, tap **ACCEPT**.
5. The app will be downloaded and installed.

Play Store Options

On the Play Store homepage, drag the left edge of the screen to the right to access **Store home, My apps, Shop apps, My wishlist**, and **Redeem**.

Play Store menu options

Tap the **Menu key** (in the Touch Keys Bar) to access **Settings** and **Help**.

Your Wishlist

While viewing an app (or music, games, etc.), tap the Wishlist icon at the top of the screen to add it to your wishlist for future reference.

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